

The Iowa Council on Homelessness

DRAFT MINUTES

Friday, September 19, 2014

10:00 AM – 12:00 PM

Meeting Location: The Iowa Finance Authority

Room: Lower Level Presentation Room

Address: 2015 Grand Avenue, Des Moines, Iowa 50312

(Any requests for corrections to the minutes should be submitted to josh.mcroberts@iowa.gov)

I ICN ETIQUETTE REVIEW

Vice Chair Brustkern reminded participants to ask to be recognized and to state their name.

II INTRODUCTIONS

The meeting was called to order at 10 AM by Vice Chair Brustkern. There are currently 38 members on the Iowa Council on Homelessness and the following voting members were present: Avitt, Axeen, Beilke-McCallum, Binner, Boss, Brand, Brown, Brustkern, Canganelli, Coleman, Dunnwald, Erickson, Fisher, Ford, Hagen, Harris, Hearn, Hyatt (alt for Armstrong), Johnson, Jordal, Kellogg, Nelson-Brown (alt for Phillips), Peterson, Rawhouser, Schulze, Schwalm, South, Steben, Timm, Wahl, and Wilson. A quorum was established.

III APPROVAL OF AGENDA (ACTION ITEM)

Mr. Beilke-McCallum noted that the 2014 Letter to the Governor has not been posted as a resource online and offered that as an amendment to the agenda.

On motion by Mr. Beilke-McCallum and seconded by Mr. Axeen, the amended agenda for the September 19, 2014 meeting were unanimously approved.

IV APPROVAL OF MINUTES (ACTION ITEM)

On motion by Mr. Axeen and seconded by Ms. Canganelli, the July 18, 2015 Iowa Council on Homelessness meeting minutes were unanimously approved.

V COMMITTEE/TASK FORCE REPORTS

Executive Committee (Ben Brustkern): Mr. Brustkern reminded Council members that they needed to get their Conflict of Interest forms turned in so that they may be able to vote. Mr. Brustkern also mentioned that there is now a new Iowa Council on Homelessness Orientation Guide on the Iowa Finance Authority website for new members to become acquainted with Council proceedings. Mr. Brustkern reminded those in attendance that committee meetings are always open to the public and encourage people to participate in committees. Mr. Brustkern finished by reading Chair Phillips note on the \$50,000 legislative appropriation. In the letter it is stated that the Executive Committee decided that \$5,000 of the appropriation would go to the Iowa Finance Authority to assist in supporting the Council with the remaining \$45,000 going to the State Public Policy Group (SPPG) to take their standards identified under the previous contract to the next level.

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Nominating (*Ben Brustkern*): Mr. Brustkern welcomed new member Chris Coleman of the Des Moines City Council and representing the Iowa League of Cities. He noted that the Committee does not currently have any meetings scheduled.

Continuum of Care (*Zeb Beilke-McCallum*): Mr. Beilke-McCallum noted that the NOFA (Notice of Funding Available) had recently been released by HUD for the Continuum of Care competition. Mr. Beilke-McCallum stated that due to the quick timelines required by HUD, a special meeting of the Iowa Council on Homelessness will be needed in order to approve the application.

****Action Item****

Mr. Beilke-McCallum put forward a motion that the Iowa Council on Homelessness hold a special meeting on October 10, 2014 to review and approve the applications and project rankings. Mr. Axen seconded the motion.

Discussion: Ms. Fisher questioned how an appeals process will fit in with this timeline. Mr. Beilke-McCallum noted that the conversation out of the Executive Committee was that a formalized appeals process is needed. All appeals will be heard by the Executive Committee members that do not have a conflict with the Continuum of Care Program with appeals due on October 17th. He noted the appeals process had been voted on by the Executive Committee. There was no more discussion.

The motion passed unanimously.

Mr. Beilke-McCallum then gave an update on the 2014 Balance of State Continuum of Care Competition. He stated that unfortunately, HUD is requiring another cut to programs this year. This year the cut is only a 2% cut. The goal of the program will be to drive the Balance of State to be a better system and to better meet the needs of homeless individuals.

Mr. Beilke-McCallum went through how the application was put together and approved. Feedback was sought from grantees on this. It was determined that the goals of the HEARTH Act needed to be considered in the application, but the whole process needed to slow down. As a result of the suggestions and feedback, the Continuum of Care Committee has come up with five options for moving forward (which are detailed in the planning document). The five options that Mr. Beilke-McCallum laid out were the following:

- 1.) First cut all unspent funds (after verifying accuracy), then take an additional 0.76% from all projects in order to meet HUD's required 2% cut in Tier 1.
- 2.) First cut all unspent funds (after verifying accuracy), then take an additional 0.76% through a tiered system for the lowest scoring agencies from last year's results. Possible tiers: lowest scoring 10% of agencies (3 agencies) receive 93% of their funds after eliminating unspent funds;

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next 3 scoring agencies receive 96% of funds; next 3 scoring agencies receive 98% of funds. No agency would have to submit a new application under this option.

3.) First cut all unspent funds (after verifying accuracy). Then move forward with the proposed 2014 draft application. Use this application to score and set up a similar tiering system as above, but with the new scoring from the new application.

4.) Move the lowest scoring agency from the 2013 competition (Manasseh House) into Tier 2. This would get to \$80,330 of the required \$93,661 cut. \$13,331 would still need to be additionally cut. If all unspent funds are also cut, this would get beyond the required 2% cut, and would free up an estimated \$44,835 (pending review and verification by renewal projects of the unspent funds records) that could possibly be available for a new Rapid Rehousing project or Permanent Supportive Housing project.

5). Any other option chosen by the Council.

Mr. Beilke-McCallum noted that one of the comments received was that a cushion should be built in for unspent funds knowing that there are programmatic changes. He noted that HUD's budget policy is that you can amend 10% of your grant for programmatic changes, so it could be an option to also build 10% of a cushion for unspent funds. However, with the 2% required cut and the pressure to move towards the HEARTH Act goals, it didn't make sense to build in a cushion this year. He also stated that due to the Continuum of Care Committee's last meeting not having quorum, the committee does not have an official recommendation on which of the five options to go with.

**** Action Item ****

On motion by Mr. Timm to approve Option 4 and seconded by Mr. Beilke-McCallum, the following results of a roll call vote were recorded:

Avitt: Y
Axeen: Y
Beilke-McCallum: Y
Binner: Y
Boss: Y
Brand: Y
Brown: vote not recorded
Brustkern: Abstain
Canganelli: Abstain
Coleman: Y
Dunnwald: Abstain
Erickson: Y
Fisher: Abstain
Ford: Y
Hagen: Abstain
Harris: Abstain

Hearn: Y
Hyatt (alt for Armstrong): Y
Johnson: Y
Jordal: vote not recorded
Kellogg: Y
Nelson-Brown (alt for Phillips): Y
Peterson: Y
Rawhouser: Y
Schulze: vote not recorded
Schwalm: Abstain
South: Y
Steben: Y
Timm: Y
Wahl: N
Wilson: Y

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Results: 20 Y, 1 N, 7 Abstentions; The motion passed.

Policy and Planning (Crissy Canganelli/Tony Timm): Ms. Canganelli updated the Council on recent activities undertaken by the Committee. She noted that she, Mr. Timm, Chair Phillips, and Ms. Lewis had met with Arlinda McKeen with the State Public Policy Group the first week of September. The discussion focused on moving on with the second phase of their project. Ms. McKeen has drafted a document defining what the scope of the project would be and how the standards would apply to different types of projects, suggesting measures, and a manual to guide program implementation. Also included was a timeline, a process for providing technical assistance across the state.

Public Awareness (David Binner): Mr. Binner stated that the Committee had met last Tuesday. There was a recommendation from the Committee to approve the letter to the Governor, but that recommendation has been tabled at this point in time. He also noted there is a recommendation from the Committee to change the date of the March 15, 2015 ICH meeting to coincide with the annual Day on the Hill. The meeting would be moved to March 18, 2015. The recommendation passed unanimously. Mr. Binner stated that for the Day on the Hill event, the committee would need Point in Time Count information at the county level from the Institute for Community Alliances.

Progressive Engagement/Coordinated Intake (David Hagen): Mr. Hagen stated the Committee had met on Monday. He noted that IFA has identified 17 local homeless coordinating boards and the committee has also worked to identify active groups around the state. He finished by saying the Committee would be meeting in October.

Research & Analysis (David Hagen): Mr. Hagen stated that the Committee is starting to look at how the Point in Time will work in January and how it can be expanded. There was a meeting in August and the discussion focused on how the Committee and Council can better serve the whole state.

Mr. Hagen discussed how the Committee is supposed to act as the Council's liaison with the Institute for Community Alliances (HMIS lead) and put forward a motion defining this relationship further:

**** Action Item ****

A motion was put on the floor by the Research & Analysis Committee to establish a procedure by which requests for data from individuals within the Balance of State or on the Iowa Council on Homelessness will be reviewed by the Research & Analysis Committee. If approved, requests will be forwarded to the Institute for Community Alliances. There was no second. There was discussion on the wording on the motion. Mr. Eberbach stated they would take another look at the wording of the motion. The motion was tabled.

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VI HMIS REPORT

Ms. Eberbach briefly updated the Council that new data standards released by HUD will become effective on October 1, 2014. She finished by stating that trainings on these new standards will occur from September 23, 2014 through October 1, 2014.

VII REQUESTED REPORTS/UPDATES

Mr. Vaske, Tax Credit Manager at the Iowa Finance Authority, gave a report on the Low-Income Housing Tax Credit program and how it is used to increase affordable housing across the state.

VIII REQUESTS FROM PRESENTERS

Mr. Peterson with the Iowa Energy Group gave a report on what his agency offers in terms of the Low-Income Energy Efficiency Program that is based out of Des Moines.

IX PUBLIC COMMENTS

Old Business: None

New Business: None

Public Comments: Ms. Hyatt announced that the PATH Program in Iowa got a 17% increase in funding and that 25 new individuals had become trained in SOAR.

X ADJOURN

On motion by Mr. Timm and seconded by Mr. Beilke-McCallum, the September 19, 2014 meeting of the Iowa Council on Homelessness was adjourned at approximately 12:00 PM.

The date of the next meeting is Friday, October 10, 2014 at 10:00AM at the Iowa Finance Authority. This is a special meeting. The next regularly scheduled meeting is Friday, November 21, 2014 at the Iowa Finance Authority.

Voting Members Present

1. Blair Avitt, Consumer Representative
2. Al Axeen, Hawkeye Area Community Action Program (retired)
3. Zeb Beilke-McCallum, Iowa Coalition Against Domestic Violence
4. David Binner, Wells Fargo
5. David Boss, Northeast Iowa Community Action Corporation
6. Bill Brand, Iowa Department of Human Rights
7. Anne Brown, Iowa Department of Corrections
8. Ben Brustkern (Vice Chair), Cedar Valley Friends of the Family
9. Crissy Canganelli, Shelter House
10. Chris Coleman, Iowa League of Cities
11. Carrie Dunnwald, Cedar Valley Friends of the Family
12. Jane Erickson, Iowa Department on Aging
13. Mariliegth Fisher, Community Housing Initiatives

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14. Karin Ford, Iowa Department of Public Health
15. David Hagen, Hawkeye Area Community Action Program
16. Kristine Harris, Consumer Representative
17. Ann Hearn, Linn County Community Services
18. Karen Hyatt (alt. for Armstrong), Iowa Department of Human Services
19. Sandy Johnson, Iowa Department of Education
20. Rhonda Jordal, Family Alliance for Veterans of America
21. Barb Kellogg, North Iowa Community Action Organization
22. Luana Nelson-Brown, Iowa Attorney General's Office (alt for Phillips)
23. Wes Peterson, Iowa Finance Authority
24. Amy Rawhouser, Consumer Representative
25. Nancy Schulze, Heartland Family Service
26. Ashley Schwalm, Family Resources
27. Michelle South, ACCESS
28. Bob Steben, Iowa Department of Veterans Affairs
29. Tony Timm, Central Iowa Shelter and Services
30. Roberta Wahl, Des Moines Area Community College
31. Tim Wilson, Willis Dady Emergency Shelter

Voting Members Absent

1. Julie Bockenstedt, Humility of Mary Housing/Shelter
2. Bob Brownell, Iowa State Association of Counties
3. Donna Grgurich, Iowa Economic Development Authority
4. Stefanie Munsterman-Robinson, Cedar Rapids Civil Rights Commission
5. Tom Lampe, Iowa Department of Public Safety
6. Dennis Lauterbach , Lutheran Services in Iowa
7. Michael Witt, Iowa Workforce Development

Others Present

1. Cathy Ahrens, Hillcrest Family Services
2. Jessica Barkhaus, Fort Dodge Housing Agency
3. Karen Baugher, Youth Emergency Services & Shelter
4. Ronelle Clark, YWCA Clinton
5. Julie Eberbach, Institute for Community Alliances
6. Judy Gilstrap, Salvation Army Waterloo
7. David Hicks, Youth & Shelter Services
8. Jennie Kerger, The Salvation Army
9. Amber Lewis, Iowa Finance Authority
10. Stacy Martin, Project Concern
11. Sherry McDonnell, Opening Doors
12. Susan McGuire, Center for Siouxland
13. Josh McRoberts, Iowa Finance Authority
14. Kathy Meier, Humility of Mary Housing/Shelter
15. Roberta Milinsky, Youth & Shelter Services
16. Paula Morgan, Community Action of SE Iowa

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17. Kimberly Neal, Veterans Administration
18. Dennis Ostrander, Community Action of SE Iowa
19. Kelly Payne, Crisis Intervention Services
20. Josh Peterson, Iowa Energy Group
21. Jan Rutledge, Iowa Legal Aid
22. Tim Shanahan, Hawthorn Hill
23. Julie Sleeper, US Department of Housing and Urban Development
24. Ehren Stover-Wright, Institute for Community Alliances
25. Nikki Summers, Fort Dodge Housing Agency
26. Kimberly Terry, Manasseh House
27. Dave Vaske, Iowa Finance Authority
28. Linda Wishman, ACCESS